

**MEETING MINUTES**  
**September 18, 2008**

The meeting held at the office of the Saratoga County Planning Department located at 50 West High Street in Ballston Spa was called to order at 4:00 pm.

The following Members, Staff and Guests were present:

**Members Present:** Tom Lewis, Chairman, Edwin Vopelak, Michael Miller, Chris Barclay and Beth Liebich.

**Guests:** Ted Serbalik, DPW and Steve Williams, The Daily Gazette

**Approval of Minutes**

A motion for approval of the minutes of the August 21, 2008 meeting was made by Mr. Vopelak, seconded by Ms. Liebich and approved unanimously.

**Referrals**

**08-151 Town of Malta-Saratoga Malta, LLC**

Ms. O'Neill presented the applications that had been discussed in August for an area variance for building on greater than 15% slopes. The County Planning Board had returned a decision of modification for the area variance application due to the steep slopes, wetlands and the proposed access to Rte 9 and the development proposal being too dense for the site. The Town has approved the area variance and the application is now therefore site plan review. The building is an 85,000 SF 3-Story medical office building with over 300 parking spaces. The County Planning Board is still concerned with the size of the building and the number of parking spaces. It is a recommendation that the town land bank some of the required parking for future consideration if it is warranted. The other concern is the entrance to Rte 9, New York State DOT should review the proposal and sign off on the access prior to obtaining any approvals from the Town. The County Planning Board also recommends the applicant should explore the option of using Hearn Road for access. This would provide better access management along the State highway if Hearn Road was used they can use the traffic signal at Malta Avenue.

A motion to approve the staff recommendations for the referrals as presented was made by Ms. Liebich. The motion was seconded by Mr. Barclay and unanimously approved.

**Subdivisions**

A motion to approve the staff recommendations for the subdivisions as presented was made by Mr. Miller. The motion was seconded by Mr. Vopelak and unanimously approved.

**MOU with Clifton Park Town Board**

A Memorandum of Understanding between the Town of Clifton Park Town Board and the Saratoga County Planning Board was approved by the Town Board, signed, and returned to the Planning Department.

**Local Outreach: Village of Stillwater ZBA**

Mr. Valentine reported that on September 4<sup>th</sup> he met with the village of Stillwater Zoning Board of Appeals in a continuation of the department's outreach efforts for this newly established review body. He provided and reviewed with ZBA members and staff a packet of materials and samples that addressed the application process involving an appeal, staff procedures, filing requirements, meeting procedures, and determinations. Much discussion was had related to the newly created nonconforming uses in the village as a result of the adoption of zoning in the village. As follow-up to the meeting, Mr. Valentine provided additional legal and zoning material on the subject that will most likely be further discussed at a later meeting. The role and interaction of the county planning board/department was discussed as well as our Waiver Agreement for residential area variances and the Memorandum of Understanding. Both of these agreements have been instituted by the county planning department for use with local boards as a means of assisting/expediting the review and processing of GML 239 referrals. The village ZBA was provided with a Waiver Agreement and a Memorandum of Understanding for consideration of adopting a resolution at a future board meeting.

**Saratoga County Farmland & Open Space Protection Grant**

The county land preservation committee awarded \$750,000 to 4 different municipalities across Saratoga County. The committee had received a total of 10 grant applications and were pleased with the diversity and quality of applications.

**Mechanicville Linkage Study, September 17<sup>th</sup> Meeting**

Through the Capital District Transportation Committee's linkage program (use of federal funds and local matches to undertake planning initiatives linking land use and transportation) a proposal by the city of Mechanicville was selected for funding. Elan Planning & Design, in cooperation with Jacobs Edwards and Kelcey, was awarded a contract to produce The Central Corridors Linkage Study. Elan is currently preparing a Local Waterfront Revitalization Plan for the city and was seen as best qualified to undertake the linkage study. The issues driving the preparation of the linkage study are getting vehicles traveling through the main corridors of Mechanicville to stop, shop and eat within the city, to bring in people from the surrounding locales of Halfmoon, Stillwater and Waterford, and linking pedestrians with the waterfront area now under study. Mr. Valentine is serving on an advisory committee that met initially on September 17<sup>th</sup> to develop with the consultants a project scope and schedule and to walk the study area in conjunction with that of the waterfront revitalization area. Another meeting of the advisory committee will be held on October 16<sup>th</sup>. A public meeting followed by a walking tour will take place on October 3<sup>rd</sup> from noon to 4:00 p.m.

**NYS Farmland Protection Grant**

The County Planner assisted the Hoogeveen Dairy Farm with a grant application to New York State Department of Ag and Markets for approximately \$2.5 million for 409 acres of viable agricultural land in the town of Saratoga. New York State Department of Ag and Markets is expected to make announcement of awards in December.

**Malta/Ballston Joint Meeting**

Mr. Kemper and Mr. Valentine attended a joint meeting between the Towns of Ballston and Malta on September 16<sup>th</sup>, 2008. The purpose of the meeting was to try and improve coordination between the municipalities on a number of issues. Some of the issues covered included water and sewer extensions, trail/park projects, land use planning/zoning, and emergency services. The planning department will be providing follow up support on issues including planning board review fees and Generic Environmental Impact Statements.

**Snowmobile Grant**

Mr. Valentine stated that Saratoga County's Master Grant application that was submitted to the Snowmobile Unit of OPRHP at the end of August was recently approved. The planning department applied on behalf of the county as the local sponsor for six clubs that operate and maintain the county trail system. The application was approved for 168 miles traversing 13 municipalities in the county. The grant amount not to exceed \$89,000 was approved by the county Board of Supervisors on August 19<sup>th</sup>.

**Other Business**

There was no other business brought before the Board for discussion.

**Adjournment**

On a motion made by Mr. Vopelak and seconded by Mr. Miller, the meeting was adjourned, with all in favor.

Respectfully submitted by,

Jaime O'Neill, Planner